

May 12, 2022

RHD Application Materials

Can I use the application on the website? Yes, materials posted on the RHD site are current and up to date for use in June 2021 application submissions. The website will always have the current materials posted, the RHD site does not host an archive of outdated materials.

Application Delivery

The June round is the general round and all applicants are welcome to complete and submit applications for shovel ready rental activities. Applications will be accepted up until the close of business Monday June 6th. It is recommended that you establish a drop box to facilitate the electronic delivery of your completed HOME RHD Application for this June round. If another secure method of electronic deliver is available that can facilitate the delivery of the completed application this will be accepted in lieu of the typical paper application. Please do not use email to submit application attachments as large document attachments may cause unforeseen delivery issues or delays.

The State has a secure dropbox <https://piisftp.wi.gov/dropoff/>

Applications may be sent via USPS or UPS to: HOME RHD Program Department of Administration Division of Housing, Energy and Community Resources (DEHCR) P.O. Box 7970 Madison, WI 53707-7970 Applications delivered via USPS or UPS are still due by the end of business Monday the 6th.

Unique Entity Identifier

DUNS & UEI: Starting on April 4, 2022, the Data Universal Numbering System (DUNS) Number will be replaced by a “new, non-proprietary identifier” requested in, and assigned by, the System for Award Management (SAM.gov). This new identifier is being called the Unique Entity Identifier (UEI). Effectively immediately all new contracts/applicants need the UEI.

To learn more about UEI, click the following website [GSA's UEI Update page](#)

Good Standing

Applicants/Owner need to demonstrate Current Status and Good Standing with Wisconsin DFI, certification and additional language is evident in HOME RHD Form 2: Application Certification

Attachments for HOME RHD 2: Application Certification

1. State of Wisconsin DFI Certificate of Status for the Owner of the proposed HOME assisted activity.
 - a. Owner and Applicant must be in good standing and currently registered in Wisconsin
 - b. Registration must be current
2. Unique Entity Identifier Number for Owner of the proposed HOME assisted activity (formerly known as DUNS)
3. IF the Owner is an LLC or LP attach both A and B, below:
 - a. Ownership Chart
 - i. The ownership chart must identify the LLC’s, or LP’s, Organizer/Registered Agent, member/or partner(s) name(s),
 - b. Unique Entity Identifier Number for LLC’s, or LP’s, Organizer/Registered Agent shown in the ownership chart
 - i. Organizing member(s)/Registered Agent must be in good standing and registered in Wisconsin

Please forward any questions to the RHD email inbox:
DOADOHAffordableHousingHelp@wisconsin.gov

Regards, Luke Dorzweiler